

Department of Public Safety Public Officials Conference

Exhibitors Guidelines

The Utah Department of Public Safety, Division of Homeland Security is pleased to welcome you to the Public Officials Conference.

Targeted Attendees:

Elected and Appointed Officials to include: Mayors, City and County Commissioners, City Managers, Police and Fire Chiefs, Sheriff's, Homeland Security and Emergency managers.

DATE AND LOCATION: **August 17 – 18, 2006**
The Yarrow Hotel
1800 Park Avenue
Park City, Utah 84060
Trisha Koukoulis – 435-655-4411 or 800-927-7694
tkoukoulis@harthotels.com

HOURS: Wednesday, August 16 – Set up after 3:00 pm
Thursday, August 17 – 8:00 am to 7:00 pm (evening social begins at 4:45)
Friday, August 18 – 8:00 am to 12:00 pm
Friday, August 18 – Tear down after 12:00 pm

If you have any questions please contact Kris Repp at 801-538-3776 or Liz Tubbs at 801-538-6282.

CONFERENCE COSTS: **\$500.00 Registration Fee.** Registration fee includes:

- Breakfast, breaks and lunch
- 8 x 10 booth – Skirted table and 2 chairs
- Pipe and Drape – 8' x 10' with an 8' high back drape and 3' high side drapes.

LODGING: Lodging is the responsibility of the exhibitor. Reservations must be made **before August 4, 2006**. The block of rooms that have been held for the conference at The Yarrow Hotel will be released at that time. **When booking your reservation please refer to the Public Officials Conference.**

DIRECT FREIGHT SHIPMENTS OF SUPPLIES

Direct freight shipments of booth/exhibitor supplies may be shipped to the following address with this additional information on the packages:

The Yarrow Hotel – Jenni Edmunds – 435-655-4461
Public Officials Conference August 17– 18, 2006 - Kris Repp
1800 Park Avenue
Park City, Utah 84060

All boxes in excess of five will incur a \$5.00 per box handling fee including any vendor or related parcels. Any materials shipped out after the function, must be packaged by the group, labeled appropriately with destination address, contact, phone number and shipping account number. **COD's will not be shipped.**

Please call Jenni Edmunds (435-655-4461) at the Yarrow for internet access, electrical outlets, etc.

OTHER CONFERENCE INFORMATION: If you have any questions about this conference, you may contact Kris Repp at 801-538-3776 or Liz Tubbs at 801-538-6282.

got preparedness?

**Utah Public Official's Conference on
Emergency Services & Homeland Security
Yarrow Hotel, Park City, Utah
August 17-18, 2006
Vendor Registration Form**

NAME: _____
ORGANIZATION: _____
ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____
TELEPHONE: _____ FAX: _____
E-MAIL ADDRESS: _____

VENDOR REGISTRATION FEE - \$500.00

PLEASE MAKE CHECK PAYABLE TO: "Utah DPS DHS"

Please mail this form and payment to:

Kris Repp
Utah Division of Homeland Security
1110 State Office Building
Salt Lake City, UT 84114
Fax – 801-538-3770

Any questions contact
Call or e-mail Kris Repp at 801-538-3776 (krepp@utah.gov)
or Liz Tubbs at 801-538-6282 (etubbs@utah.gov)